

PACIFIC AREA OFFICE
HUMAN RESOURCES

Calif. Area Local

To: Pacific Area Local(s)
 Western Area Local(s)
 So. West Area Local(s)



April 16, 2007

- Withholding Info
- Staffing Issue(s)
- Status Update
- Grievance Administration

- Please review, take action and reduce issues to writing
- Comments

Omar Gonzales
APWU Western Regional Coordinator
500 Airport Boulevard, Suite 450
Burlingame, CA 94010

Omar M. Gonzalez, Coordinator

Dear Omar:

As a follow up to your meeting with Area Complement Coordinator on Thursday, April 12, 2007, this will confirm that the Los Angeles Performance Cluster has completed a staffing and scheduling work load analysis using CSV (Customer Services Variance) earned hours in the offices identified below and has identified an initial need to involuntarily reassign/excess full-time clerks from a number of installations. The number of clerks that are impacted by office are set forth below. Copies of the automated impact statements (AIRs) and the CSV data relied upon are attached for your review.

OFFICE	NUMBER OF IMPACTED CLERKS	
	Original	Net Impact
Compton	6	5
Beverly Hills	12	11
Redondo Beach	8	7
Venice	9	8
Culver City	7	6
Downey	7	6
Hawthorne	4	3
TOTALS	53	46

The final placement date for the impacted employees in the offices listed above will be November 15, 2007. By copy of this letter, the Los Angeles Performance Cluster is being given authorization to withhold up to 46 full-time residual assignments in the clerk craft and/or in other crafts in the impacted offices identified above and/or in the clerk craft in non-impacted offices/plants within 100 miles of the impacted offices.

The impacted clerks will be given a minimum of 60 days advance written notification of their status and will be provided with a list of available residual/withheld assignments from which to make a placement selection.

If you have any additional questions, you may contact Linda Shumate at (626) 855-6446.

Manuel Botello

Manuel Botello
Manager, Human Resources

Attachments

cc: Area Directs
Mike Thomas
David Stowe
Glen Cournoyer
District Manager, Los Angeles
District Manager, Human Resources - LA
Linda Shumate
District Complement Coordinator
Mike Mcgee
Local Union – Jean Hill

Impacted Installation: Compton Bid Installation

Installation Address: Compton, CA

Area Name PACIFIC

Impact Type CSV Earned Work Hours Workload & Staffing

Date of Impact 10/05/2007

Period (Dates) of Review Performed 3/18/2006 Thru 3/16/2007

Report Prepared By Linda Shumate

Report Prepared Date 040/04/2007

Phone: (626) 855-6446

Reviewed By Linda Shumate

WorkHour Impact Report

	A Current Average Weekly Hrs	B Planned Weekly Hrs	C Weekly Hrs Savings	D Monthly Savings (C*4)	E Annual Work Hours Savings (C*52)	F Annual FTE Savings (E / G)	G Current FTE Yearly Hour Rate
Total	1,367	1,149	-218	-872	-11,336	-7	1,664

OverTime Impact

	Current OT Average Weekly Hrs	Current OT Rate	Planned OT per Week from changes	Additional Planned OT per Week	Percent Planned OT per Week	Planned OT Hours per Week	Planned OT Rate
Total	90	6.6%	± -26	± 0	±	64	5.6%

WorkHour Impact Report

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Casuals

a. Current Number of Clerk Casuals on Rolls	0
b. Current Total Non-OverTime Clerk Casuals Hours per Month	0
c. Planned Reduction in Total Non-OverTime Clerk Casuals Hours per Month	0
d. Number of Clerk Casuals that will have Reduced Hours	0
e. Number of Clerk Casuals that will be Terminated	0
f. Number of Clerk Casuals Remaining After Impact	0
g. Provide Narrative Justifying need for Remaining Clerk Casuals	

Part Time Flexible (PTFs)

a. Current Number of Clerk PTFs on Rolls	7
b. Current Total Non-OverTime Clerk PTFs Hours per Month	952
c. Planned Reduction in Total Non-OverTime Clerk PTFs Hours per Month	0
d. Number of Clerk PTFs that will have Reduced Hours	0
e. Number of Complement Change in Clerk PTFs	0

WorkHour Impact Report

Part Time Regular (PTRs)

- | | |
|---|----|
| a. Current Number of Clerk PTRs on Rolls | 0 |
| b. Planned Number of Clerk PTR Positions after Impact | 0 |
| c. Estimated Number of Clerk PTR Attrition | 0 |
| d. Will there be any Clerk PTRs Exceeded from Craft or Installation | NO |
| If Yes how Many Clerk PTRs | 0 |
| e. Provide Narrative Explaining need for Excessing | |

Full Time Regular (FTRs)

- | | |
|---|-----|
| a. Current Number of Clerk FTRs on Rolls | 33 |
| b. Planned Number of Clerk FTR Positions after Impact | 27 |
| c. Estimated Number of Clerk FTR Attrition | 1 |
| d. Will there be any Clerk FTRs Exceeded from Craft or Installation | YES |
| If Yes how Many Clerk FTRs | 5 |
| e. Describe Withholding Area Within Miles Around your Installation | 100 |

f. Provide Narrative Explaining need for Excessing: An administrative review and analysis of the staffing requirements for the Compton Post Office based on CSV Earned Work Hours shows a need to reduce the current staffing by 6 FTR clerks and to excess 5 full-time regular clerks from the installation. By copy of this impact statement, the Los Angeles Cluster is being given authorization to withhold up to 5 full-time residual assignments in the clerk craft in Compton or in non-impacted offices within 100 miles of the Compton Office.

WorkHour Impact Report

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Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-768
b. Planned Reduction in Total OT Hours per Month	-104
c. Planned Reduction in Casual Non-OT Hours per Month	0
d. Planned Reduction in PTF Non-OT Hours per Month	0
e. Total Planned Non-OT Hours per Month	4,340
f. Total FTE Savings	-7

Impacted Installation: Beverly Hills Bid Installation

Installation Address: Beverly Hills, CA

Area Name Pacific

Impact Type CSV Earned Work Hours Workload & Staffing

Date of Impact 11/05/2007

Period (Dates) of Review Performed 3/18/2006 Thru 3/16/2007

Report Prepared By Linda Shumate

Report Prepared Date 04/06/2007

Phone (626) 855-6446

Reviewed By Linda Shumate

WorkHour Impact Report

	A Current Average Weekly Hrs	B Planned Weekly Hrs	C Weekly Hrs Savings	D Monthly Savings (C*4)	E Annual Work Hours Savings (C*52)	F Annual FTE Savings (E / G)	G Current FTE Yearly Hour Rate
Total	2,214	1,808	-406	-1,624	-21,112	-13	1,664

OverTime Impact

	Current OT Average Weekly Hrs	Current OT Rate	Planned OT per Week from changes	Additional Planned OT per Week	Percent Planned OT per Week	Planned OT Hours per Week	Planned OT Rate
Total	323	14.6%	± 0	± 0	±	323	17.9%

WorkHour Impact Report

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Casuals

a. Current Number of Clerk Casuals on Rolls	2
b. Current Total Non-OverTime Clerk Casuals Hours per Month	272
c. Planned Reduction in Total Non-OverTime Clerk Casuals Hours per Month	-136
d. Number of Clerk Casuals that will have Reduced Hours	0
e. Number of Clerk Casuals that will be Terminated	-1
f. Number of Clerk Casuals Remaining After Impact	1
g. Provide Narrative Justifying need for Remaining Clerk Casuals: This is a 200 man year office. However, the one remaining casual will be utilized to cover temporary unavailability in accordance with the Das Arbitration Award.	

Part Time Flexible (PTFs)

a. Current Number of Clerk PTFs on Rolls	5
b. Current Total Non-OverTime Clerk PTFs Hours per Month	652
c. Planned Reduction in Total Non-OverTime Clerk PTFs Hours per Month	0
d. Number of Clerk PTFs that will have Reduced Hours	0
e. Number of Complement Change in Clerk PTFs	0

WorkHour Impact Report

Part Time Regular (PTRs)

a. Current Number of Clerk PTRs on Rolls	0
b. Planned Number of Clerk PTR Positions after Impact	0
c. Estimated Number of Clerk PTR Attrition	0
d. Will there be any Clerk PTRs Excessed from Craft or Installation	NO
If Yes how Many Clerk PTRs	0
e. Provide Narrative Explaining need for Excessing	

Full Time Regular (FTRs)

a. Current Number of Clerk FTRs on Rolls	51
b. Planned Number of Clerk FTR Positions after Impact	39
c. Estimated Number of Clerk FTR Attrition	1
d. Will there be any Clerk FTRs Excessed from Craft or Installation	YES
If Yes how Many Clerk FTRs	11
e. Describe Withholding Area Within Miles Around your Installation	100

f. Provide Narrative Explaining need for Excessing: A workload analysis and staffing requirements administrative review based on CSV earned work hours revealed a need to reduce the current full-time staffing in the clerk craft in this office by 16 full-time regular positions and to excess 12 full-time clerks from the craft and/or installation. Allowing for projected attrition, by copy of this impact statement, the Los Angeles Performance Cluster is being given authorization to withhold up to 11 full-time residual assignments in the clerk craft in the impacted office and in non-impacted offices within 100 miles.

WorkHour Impact Report

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Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-1,488
b. Planned Reduction in Total OT Hours per Month	0
c. Planned Reduction in Casual Non-OT Hours per Month	-136
d. Planned Reduction in PTF Non-OT Hours per Month	0
e. Total Planned Non-OT Hours per Month	5,940
f. Total FTE Savings	-13

Impacted Installation: Redondo Beach

Installation Address: Redondo Beach, CA

Area Name Pacific

Impact Type CSV Earned Hours Workload and Staffing

Date of Impact 11/15/2007

Period (Dates) of Review Performed 3/18/2006 Thru 3/16/2007

Report Prepared By Linda Shumate

Report Prepared Date 04/06/2007

Phone (626) 855-6446

Reviewed By Linda Shumate

WorkHour Impact Report

	A Current Average Weekly Hrs	B Planned Weekly Hrs	C Weekly Hrs Savings	D Monthly Savings (C*4)	E Annual Work Hours Savings (C*52)	F Annual FTE Savings (E / G)	G Current FTE Yearly Hour Rate
Total	1,755	1,499	-256	-1,024	-13,312	-8	1,664

OverTime Impact

	Current OT Average Weekly Hrs	Current OT Rate	Planned OT per Week from changes	Additional Planned OT per Week	Percent Planned OT per Week	Planned OT Hours per Week	Planned OT Rate
Total	98	5.6%	± 0	± 0	±	98	6.5%

WorkHour Impact Report

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Casuals

a. Current Number of Clerk Casuals on Rolls	3
b. Current Total Non-OverTime Clerk Casuals Hours per Month	432
c. Planned Reduction in Total Non-OverTime Clerk Casuals Hours per Month	0
d. Number of Clerk Casuals that will have Reduced Hours	0
e. Number of Clerk Casuals that will be Terminated	0
f. Number of Clerk Casuals Remaining After Impact	3
g. Provide Narrative Justifying need for Remaining Clerk Casuals: This is a 200 man year office and the remaining casuals will be utilized to cover temporary unavailability and provide flexibility.	

Part Time Flexible (PTFs)

a. Current Number of Clerk PTFs on Rolls	7
b. Current Total Non-OverTime Clerk PTFs Hours per Month	952
c. Planned Reduction in Total Non-OverTime Clerk PTFs Hours per Month	0
d. Number of Clerk PTFs that will have Reduced Hours	0
e. Number of Complement Change in Clerk PTFs	0

WorkHour Impact Report

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Part Time Regular (PTRs)

a. Current Number of Clerk PTRs on Rolls	0
b. Planned Number of Clerk PTR Positions after Impact	0
c. Estimated Number of Clerk PTR Attrition	0
d. Will there be any Clerk PTRs Excessed from Craft or Installation	NO
If Yes how Many Clerk PTRs	0
e. Provide Narrative Explaining need for Excessing	

Full Time Regular (FTRs)

a. Current Number of Clerk FTRs on Rolls	41
b. Planned Number of Clerk FTR Positions after Impact	33
c. Estimated Number of Clerk FTR Attrition	1
d. Will there be any Clerk FTRs Excessed from Craft or Installation	YES
If Yes how Many Clerk FTRs	7
e. Describe Withholding Area Within Miles Around your Installation	100

f. Provide Narrative Explaining need for Excessing: A workload analysis and staffing requirements administrative review based on CSV earned work hours revealed a need to reduce the current full-time staffing in the clerk craft in this office by 16 full-time regular positions and to excess 8 full-time clerks from the craft and/or installation. Allowing for projected attrition, by copy of this impact statement, the Los Angeles Performance Cluster is being given authorization to withhold up to 7 full-time residual assignments in the clerk craft in the impacted office and in non-impacted offices within 100 miles.

WorkHour Impact Report

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Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-1,024
b. Planned Reduction in Total OT Hours per Month	0
c. Planned Reduction in Casual Non-OT Hours per Month	0
d. Planned Reduction in PTF Non-OT Hours per Month	0
e. Total Planned Non-OT Hours per Month	5,604
f. Total FTE Savings	-8

Impacted Installation: Venice Bid Installation

Installation Address: Venice, CA

Area Name Pacific

Impact Type CSV Earned Work Hours Workload and Staffing

Date of Impact 11/15/2007

Period (Dates) of Review Performed 3/18/2006 Thru 3/16/2007

Report Prepared By Linda Shumate

Report Prepared Date 04/06/2007

Phone (626) 855-6446

Reviewed By Linda Shumate

WorkHour Impact Report

	A Current Average Weekly Hrs	B Planned Weekly Hrs	C Weekly Hrs Savings	D Monthly Savings (C*4)	E Annual Work Hours Savings (C*52)	F Annual FTE Savings (E / G)	G Current FTE Yearly Hour Rate
Total	1,600	1,303	-297	-1,188	-15,444	-9	1,699

OverTime Impact

	Current OT Average Weekly Hrs	Current OT Rate	Planned OT per Week from changes	Additional Planned OT per Week	Percent Planned OT per Week	Planned OT Hours per Week	Planned OT Rate
Total	230	14.4%	± 0	± 0	±	230	17.7%

WorkHour Impact Report

Casuals

a. Current Number of Clerk Casuals on Rolls	1
b. Current Total Non-OverTime Clerk Casuals Hours per Month	144
c. Planned Reduction in Total Non-OverTime Clerk Casuals Hours per Month	0
d. Number of Clerk Casuals that will have Reduced Hours	0
e. Number of Clerk Casuals that will be Terminated	0
f. Number of Clerk Casuals Remaining After Impact	1
g. Provide Narrative Justifying need for Remaining Clerk Casuals: The one remaining casual will be utilized to cover temporary unavailability in accordance with the Das Arbitration Award.	

Part Time Flexible (PTFs)

a. Current Number of Clerk PTFs on Rolls	6
b. Current Total Non-OverTime Clerk PTFs Hours per Month	840
c. Planned Reduction in Total Non-OverTime Clerk PTFs Hours per Month	0
d. Number of Clerk PTFs that will have Reduced Hours	0
e. Number of Complement Change in Clerk PTFs	0

WorkHour Impact Report

Part Time Regular (PTRs)

a. Current Number of Clerk PTRs on Rolls	0
b. Planned Number of Clerk PTR Positions after Impact	0
c. Estimated Number of Clerk PTR Attrition	0
d. Will there be any Clerk PTRs Excessed from Craft or Installation	NO
If Yes how Many Clerk PTRs	0
e. Provide Narrative Explaining need for Excessing	

Full Time Regular (FTRs)

a. Current Number of Clerk FTRs on Rolls	34
b. Planned Number of Clerk FTR Positions after Impact	25
c. Estimated Number of Clerk FTR Attrition	1
d. Will there be any Clerk FTRs Excessed from Craft or Installation	YES
If Yes how Many Clerk FTRs	8
e. Describe Withholding Area Within Miles Around your Installation	100

f. Provide Narrative Explaining need for Excessing: A workload analysis and staffing requirements administrative review based on CSV earned work hours revealed a need to reduce the current full-time staffing in the clerk craft in this office by 16 full-time regular positions and to excess 9 full-time clerks from the craft and/or installation. Allowing for projected attrition, by copy of this impact statement, the Los Angeles Performance Cluster is being given authorization to withhold up to 8 full-time residual assignments in the clerk craft in the impacted office and in non-impacted offices within 100 miles.

WorkHour Impact Report

Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-1,188
b. Planned Reduction in Total OT Hours per Month	0
c. Planned Reduction in Casual Non-OT Hours per Month	0
d. Planned Reduction in PTF Non-OT Hours per Month	0
e. Total Planned Non-OT Hours per Month	4,292
f. Total FTE Savings	-9

Impacted Installation: Culver City Bid Installation

Installation Address: Culver City, CA

Area Name Pacific

Impact Type CSV Earned Work Hours Workload and Staffing

Date of Impact 11/15/2007

Period (Dates) of Review Performed 3/18/2006 Thru 3/16/2007

Report Prepared By Linda Shumate

Report Prepared Date 04/06/2007

Phone (626) 855-6446

Reviewed By Linda Shumate

WorkHour Impact Report

	A Current Average Weekly Hrs	B Planned Weekly Hrs	C Weekly Hrs Savings	D Monthly Savings (C*4)	E Annual Work Hours Savings (C*52)	F Annual FTE Savings (E / G)	G Current FTE Yearly Hour Rate
Total	1,233	1,009	-224	-896	-11,648	-7	1,638

OverTime Impact

	Current OT Average Weekly Hrs	Current OT Rate	Planned OT per Week from changes	Additional Planned OT per Week	Percent Planned OT per Week	Planned OT Hours per Week	Planned OT Rate
Total	95	7.7%	± 0	± 0	±	95	9.4%

WorkHour Impact Report

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Casuals

a. Current Number of Clerk Casuals on Rolls	0
b. Current Total Non-OverTime Clerk Casuals Hours per Month	0
c. Planned Reduction in Total Non-OverTime Clerk Casuals Hours per Month	0
d. Number of Clerk Casuals that will have Reduced Hours	0
e. Number of Clerk Casuals that will be Terminated	0
f. Number of Clerk Casuals Remaining After Impact	0
g. Provide Narrative Justifying need for Remaining Clerk Casuals	

Part Time Flexible (PTFs)

a. Current Number of Clerk PTFs on Rolls	4
b. Current Total Non-OverTime Clerk PTFs Hours per Month	584
c. Planned Reduction in Total Non-OverTime Clerk PTFs Hours per Month	0
d. Number of Clerk PTFs that will have Reduced Hours	0
e. Number of Complement Change in Clerk PTFs	0

WorkHour Impact Report

Part Time Regular (PTRs)

a. Current Number of Clerk PTRs on Rolls	0
b. Planned Number of Clerk PTR Positions after Impact	0
c. Estimated Number of Clerk PTR Attrition	0
d. Will there be any Clerk PTRs Excessed from Craft or Installation	NO
If Yes how Many Clerk PTRs	0
e. Provide Narrative Explaining need for Excessing	

Full Time Regular (FTRs)

a. Current Number of Clerk FTRs on Rolls	31
b. Planned Number of Clerk FTR Positions after Impact	24
c. Estimated Number of Clerk FTR Attrition	1
d. Will there be any Clerk FTRs Excessed from Craft or Installation	YES
If Yes how Many Clerk FTRs	6
e. Describe Withholding Area Within Miles Around your Installation	100

f. Provide Narrative Explaining need for Excessing: A workload analysis and staffing requirements administrative review based on CSV earned work hours revealed a need to reduce the current full-time staffing in the clerk craft in this office by 16 full-time regular positions and to excess 7 full-time clerks from the craft and/or installation. Allowing for projected attrition, by copy of this impact statement, the Los Angeles Performance Cluster is being given authorization to withhold up to 6 full-time residual assignments in the clerk craft in the impacted office and in non-impacted offices within 100 miles.

WorkHour Impact Report

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Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-896
b. Planned Reduction in Total OT Hours per Month	0
c. Planned Reduction in Casual Non-OT Hours per Month	0
d. Planned Reduction in PTF Non-OT Hours per Month	0
e. Total Planned Non-OT Hours per Month	3,656
f. Total FTE Savings	-7

Impacted Installation: Downey Bid Instalation

Installation Address: Downey, CA

Area Name Pacific

Impact Type CSV Earned Work Hours Workload and Staffing

Date of Impact 11/15/2007

Period (Dates) of Review Performed 3/18/2006 Thru 3/16/2007

Report Prepared By Linda Shumate

Report Prepared Date 04/06/2007

Phone (626) 855-6446

Reviewed By Linda Shumate

WorkHour Impact Report

	A Current Average Weekly Hrs	B Planned Weekly Hrs	C Weekly Hrs Savings	D Monthly Savings (C*4)	E Annual Work Hours Savings (C*52)	F Annual FTE Savings (E / G)	G Current FTE Yearly Hour Rate
Total	1,338	1,151	-187	-748	-9,724	-6	1,699

OverTime Impact

	Current OT Average Weekly Hrs	Current OT Rate	Planned OT per Week from changes	Additional Planned OT per Week	Percent Planned OT per Week	Planned OT Hours per Week	Planned OT Rate
Total	135	10.1%	± 0	± 0	±	135	11.7%

WorkHour Impact Report

Page 2 of 4

Casuals

a. Current Number of Clerk Casuals on Rolls	2
b. Current Total Non-OverTime Clerk Casuals Hours per Month	296
c. Planned Reduction in Total Non-OverTime Clerk Casuals Hours per Month	148
d. Number of Clerk Casuals that will have Reduced Hours	0
e. Number of Clerk Casuals that will be Terminated	1
f. Number of Clerk Casuals Remaining After Impact	1
g. Provide Narrative Justifying need for Remaining Clerk Casuals: The one remaining casual will be utilized to cover temporary unavailability in accordance with the Das Arbitration Award	

Part Time Flexible (PTFs)

a. Current Number of Clerk PTFs on Rolls	5
b. Current Total Non-OverTime Clerk PTFs Hours per Month	660
c. Planned Reduction in Total Non-OverTime Clerk PTFs Hours per Month	0
d. Number of Clerk PTFs that will have Reduced Hours	0
e. Number of Complement Change in Clerk PTFs	0

WorkHour Impact Report

Part Time Regular (PTRs)

a. Current Number of Clerk PTRs on Rolls	0
b. Planned Number of Clerk PTR Positions after Impact	0
c. Estimated Number of Clerk PTR Attrition	0
d. Will there be any Clerk PTRs Excessed from Craft or Installation	NO
If Yes how Many Clerk PTRs	0
e. Provide Narrative Explaining need for Excessing	

Full Time Regular (FTRs)

a. Current Number of Clerk FTRs on Rolls	30
b. Planned Number of Clerk FTR Positions after Impact	23
c. Estimated Number of Clerk FTR Attrition	1
d. Will there be any Clerk FTRs Excessed from Craft or Installation	YES
If Yes how Many Clerk FTRs	6
e. Describe Withholding Area Within Miles Around your Installation	100

f. Provide Narrative Explaining need for Excessing: A workload analysis and staffing requirements administrative review based on CSV earned work hours revealed a need to reduce the current full-time staffing in the clerk craft in this office by 16 full-time regular positions and to excess 7 full-time clerks from the craft and/or installation. Allowing for projected attrition, by copy of this impact statement, the Los Angeles Performance Cluster is being given authorization to withhold up to 6 full-time residual assignments in the clerk craft in the impacted office and in non-impacted offices within 100 miles.

WorkHour Impact Report

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Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-896
b. Planned Reduction in Total OT Hours per Month	0
c. Planned Reduction in Casual Non-OT Hours per Month	-148
d. Planned Reduction in PTF Non-OT Hours per Month	0
e. Total Planned Non-OT Hours per Month	4,064
f. Total FTE Savings	-6

Impacted Installation: Hawthorne Bid Installation

Installation Address: Hawthorne, CA

Area Name Pacific

Impact Type CSV Earned Work Hours Work Load & Staffing

Date of Impact 11/15/2007

Period (Dates) of Review Performed 3/18/2006 Thru 3/16/2007

Report Prepared By Linda Shumate

Report Prepared Date 04/13/2007

Phone (626) 855-6446

Reviewed By Linda Shumate

WorkHour Impact Report

	A Current Average Weekly Hrs	B Planned Weekly Hrs	C Weekly Hrs Savings	D Monthly Savings (C*4)	E Annual Work Hours Savings (C*52)	F Annual FTE Savings (E / G)	G Current FTE Yearly Hour Rate 1,560
Total	758	638	-120	-480	-6,240	-4	

OverTime Impact

	Current OT Average Weekly Hrs	Current OT Rate	Planned OT per Week from changes	Additional Planned OT per Week	Percent Planned OT per Week	Planned OT Hours per Week	Planned OT Rate
Total	44	5.8%	± 0	± 0	±	44	6.9%

WorkHour Impact Report

Page 2 of 4

Casuals

a. Current Number of Clerk Casuals on Rolls	1
b. Current Total Non-OverTime Clerk Casuals Hours per Month	116
c. Planned Reduction in Total Non-OverTime Clerk Casuals Hours per Month	0
d. Number of Clerk Casuals that will have Reduced Hours	0
e. Number of Clerk Casuals that will be Terminated	0
f. Number of Clerk Casuals Remaining After Impact	1
g. Provide Narrative Justifying need for Remaining Clerk Casuals: The one remaining casual will be utilized to cover temporary unavailability in accordance with the Das Arbitration Award.	

Part Time Flexible (PTFs)

a. Current Number of Clerk PTFs on Rolls	6
b. Current Total Non-OverTime Clerk PTFs Hours per Month	720
c. Planned Reduction in Total Non-OverTime Clerk PTFs Hours per Month	0
d. Number of Clerk PTFs that will have Reduced Hours	0
e. Number of Complement Change in Clerk PTFs	0

WorkHour Impact Report

Part Time Regular (PTRs)

a. Current Number of Clerk PTRs on Rolls	0
b. Planned Number of Clerk PTR Positions after Impact	0
c. Estimated Number of Clerk PTR Attrition	0
d. Will there be any Clerk PTRs Excessed from Craft or Installation	NO
If Yes how Many Clerk PTRs	0
e. Provide Narrative Explaining need for Excessing	

Full Time Regular (FTRs)

a. Current Number of Clerk FTRs on Rolls	19
b. Planned Number of Clerk FTR Positions after Impact	15
c. Estimated Number of Clerk FTR Attrition	1
d. Will there be any Clerk FTRs Excessed from Craft or Installation	YES
If Yes how Many Clerk FTRs	3
e. Describe Withholding Area Within Miles Around your Installation	100

f. Provide Narrative Explaining need for Excessing: An administrative review of the work load and required staffing based on CSV earned work hours reveals a need to reduce the full-time staffing by 4 clerks. Allowing for attrition, it will still be necessary to excess/involuntarily reassign 3 full-time clerks from the craft and/or installation. By copy of this impact statement, the Los Angeles Performance Cluster is being given authorization to withhold up to 3 full-time residual assignments in the clerk craft in the Hawthorne bid installation and/or in the clerk craft in non-impacted post offices and plants within 100 miles.

WorkHour Impact Report

Page 4 of 4

Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-480
b. Planned Reduction in Total OT Hours per Month	0
c. Planned Reduction in Casual Non-OT Hours per Month	0
d. Planned Reduction in PTF Non-OT Hours per Month	0
e. Total Planned Non-OT Hours per Month	2,376
f. Total FTE Savings	-4